



Manitoba Keewatinowi Okimakanak Inc.

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EMPLOYMENT OPPORTUNITY **Regional Emergency Coordinator** **2 Positions - Full Time Term until March 31, 2026** **Location: Thompson, MB**

MKO is seeking a Regional Emergency Coordinator as part of the First Nation Emergency Management Strategy, which is the partnership of the Government of Canada, First Nations, and Emergency Services Providers. First Nations of Northern Manitoba lack capacity and infrastructure for emergency management in terms of preparedness, response, recovery and mitigation. This position will support and coordinate hazard and risk assessment tasks within the MKO First Nations and assist in the compilation of data and results.

The strategy aims to prioritize and empower First Nations, providing direct support and services that ensure they are prepared when an emergency event occurs. The Regional Emergency Coordinator will be responsible to maintain communications with the First Nations and develop strategies and procedures that are suitable for the First Nation. They will work directly with the First Nation and provide support in the development and implementation of emergency management strategies ensuring it is reflective of the First Nations priorities and values.

Role and Responsibilities

- Work directly with the Regional Emergency Manager and provide support with ongoing preparedness and response efforts.
- Establish and maintain partnerships with stakeholders and emergency service providers.
- Support First Nation Emergency Coordinators by supporting emergency management initiatives.
- Coordinate community engagement sessions to discuss emergency management and identify gaps within the community.
- Compiling and reviewing historical climate data to identify risks.
- Assist project managers with All Hazards and Risk Assessment Project.
- Assist in the development of a resource and capacity inventory within each of the MKO First Nations.
- Assist with integrating traditional knowledge into the hazard assessment and resilience-building processes to enhance accuracy and establish strategies that align with and respect cultural values and practices.
- Must be available to travel to the MKO communities to conduct and support hazard assessments and engagement sessions.
- Assist First Nations with recovery planning – workshops, support communities during recovery planning and management.
- Provide support to the First Nation to increase capacity in preparedness, mitigation, response and recovery, providing guidelines and recommendations.
- Participate in regular training and information sessions relevant to the job.
- Perform other related duties and responsibilities as required, directed by Regional Manager and Leadership.
- Perform all other duties as assigned to engage and support MKO programs and member nations.

Education and Experience

- Minimum Grade 12 Diploma or equivalency.

- Minimum 2 years experience working within emergency management, with experience developing and implementing strategies tailored to risks and hazards.
- Strong verbal and written communication skills.
- Strong initiative and ability to work independently and as a team member.
- Proficient computer skills and the ability to use Microsoft Office, Word, Excel, Power Point, GIS and Outlook.
- Ability to travel by air, road, boat, skidoo and other means as necessary.
- Experience working in Indigenous or Northern Communities.
- Possess a valid Manitoba driver's licence and have access to a reliable vehicle.
- Produce a satisfactory criminal record, child and adult abuse registry and vulnerable sector checks.

Salary is dependant upon qualifications and experience

Interested applicants are invited to submit their cover letter identifying the position applying for and resume, along with 3 professional reference listings (include a most recent employer reference) by **4:00 p.m. on April 24, 2025** to:

Human Resources at employment@mkonorth.com

We thank all who apply and advise that only those selected for further consideration will be contacted. Preference will be given to qualified First Nations applicants; applicants are encouraged to self-declare in their resume or cover letter. No phone calls will be accepted.

Incorporated in 1981 as the Manitoba Keewatinowi Okimakanak (MKO). MKO is a non-profit, political advocacy organization that provides a collective voice on issues of inherent, Treaty, Indigenous, and human rights for citizens of the 26 sovereign First Nations we represent. The MKO First Nations are signatory to Treaties 4, 5, 6, and 10.

Please visit our website at mkonation.com